

**ASSOCIATE PLANNER**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
*Pending City Council Approval*

**SALARY RANGE:** \$25.90 - \$34.71 per hour

**CLOSING DATE:** November 20, 2015

**ABOUT THE JOB:**

Performs transportation duties in support of the Community Development Department (CDD) and city goals and will work closely with citizens, other agencies, City Council, Planning Commissions and boards and commissions, as needed. This position serves on a transportation planning team charged with realizing short and long term city goals that improve the integration of land use and all modes of transportation.

**ESSENTIAL FUNCTIONS OF THE JOB:**

- Review development applications;
- Meet with and assist developers, contractors and the public;
- Knowledge of the principles and practices of transportation planning at the city, county, regional and state level;
- Prepare staff reports, technical reports and presentations;
- Carry out assigned planning initiatives;
- Research, analyze and evaluate transportation based technical reports;
- Represent the City on transportation issues at meetings and at public hearings;
- Site visits to evaluate existing conditions, traffic flow, geometric deficiencies and traffic safety issues;
- Read and interpret maps and transportation plans;
- Review, analyze and evaluate transportation model outputs and possess a strong aptitude in GIS;
- Knowledge of traffic engineering principles;
- Explain complicated principles in a simple manner for non-technical audiences, in person, on the phone and in writing.

**TO QUALIFY:** Requires a Bachelor's degree in engineering, planning or related field and minimum three years progressive experience in transportation planning or traffic engineering, or equivalent combination of education and experience. Interest and experience in planning for alternate modes of transportation is highly desired. Master's Degree preferred. AICP or EIT certificate is desirable.

Requires possession of a valid driver's license and the ability to meet City driving standards.

**HOW TO APPLY:**

Applications may be completed on our website at [www.BeavertonOregon.gov](http://www.BeavertonOregon.gov) or by submitting a City of Beaverton application form to the Human Resources Department, Beaverton City Hall, P.O. Box 4755, Beaverton, OR 97076.

**VETERANS' PREFERENCE:**

Qualifying veterans and disabled veterans may obtain preference by submitting as verification of eligibility a copy of the Certificate of Release or Discharge from Active Duty (DD Form 214 or 215) or a letter from the US Department of Veteran's Affairs indicating receipt of a non-service connected pension. Disabled veterans must also submit a copy of their veteran's disability preference letter from the Department of Veteran Affairs, unless the information is included in the DD Form 214 or 215. Veterans' Preference documentation must be submitted with your application.